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Minutes
DD/S Staff Meeting
26 September 1972

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a. Mr. Coffey, in introducing the Support Directorate representatives to the MAG, noted that during the period that the MAG has been in being, MAG representatives have not spoken at a DD/S Staff Meeting.

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[redacted] spoke about the purposes of the MAG and two problems of note. [redacted] said that, in an April 1969 memo, Colonel White outlined four basic purposes of a Management Advisory Group:

(1) provide new opportunities for dialogue between management and promising, responsible young officers.

(2) expose middle-grade officers to Agency capabilities, problems, limitations and dynamics.

(3) render an advisory service to management by identifying issues and problems and commenting on Agency plans, programs and actions.

(4) provide a means of vertical communication for the Agency outside but not in violation of normal channels.

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[redacted] noted that the MAG is made up of fourteen officers. Three officers are from each of the four Directorates and two officers from the O/DCI. Each member of the MAG serves for one year. Of the three officers from each Directorate, one represents the 30-35 age group, one the 36-40 age group and one the

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25X1A 41-45 age group. MAG meets twice a month. One meeting is a dinner meeting. One meeting is a working meeting lasting from one-half day to a full day or longer if necessary. Two co-chairman chair the MAG. A co-chairman's term of office is two months. [] elaborated the two problems she has noticed as a member of MAG for the past two months:

(1) A MAG complaint -- there has in the past been too much absenteeism at meetings by the members. [] said that members chosen for MAG should be interested in MAG and be ready to give of their own time to MAG. [] also suggested that a system be fostered in the Agency to allow people to volunteer for MAG duty.

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(2) A Management complaint -- MAG has received complaints from some Agency managers that MAG does not staff out its papers . . . MAG identifies problems without looking into the problem in depth. [] noted that both Colonel White and now Mr. Colby do not expect MAG to staff out the problems and issues raised.

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c. [] asked, "Does MAG notify appropriate Deputies of a MAG member's absenteeism?" No. Mr. Coffey suggested that MAG co-chairmen should talk with the appropriate Deputy Director about a MAG member's absenteeism.

d. Mr. Coffey commented on the complaint of "not staffing papers." He said, "we've been prominent in this charge." It's true that Mr. Colby has been quite explicit on the point that MAG is to raise issues and problems and that MAG is not expected to have to staff out each issue. We should "adjust our thought processes." We should recognize that the members of MAG serve "over and above other duties."

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e. [] stated that MAG is not a place for employees' personal gripes to be aired. All correspondence sent to MAG will be answered. Employees may send correspondence to MAG marked Eyes Only or anonymously. Correspondence to MAG may be sent via Ben Evans, Room 7D 59. [] noted some of the topics of recent papers sent forward to the Executive Director-Comptroller during the last fifteen months:

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(1) effective lateral communications.

(2) revision of fitness reports.

(3) fitness for MAG membership.

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(4) recommendation re the "FYI Allegations and Answers" series.

(5) suggestions for the Director's State of the Agency address.

(6) Black employment at CIA.

(7) program and manpower productivity.

(8) employee morale in periods of austerity.

(9) management training.

(10) optimization of R&D efforts.

(11) three-day work week for certain components.

(12) irregular work schedules.

(13) language capability of CIA employees.

(14) coordination of CIA attendance at international conferences.

25X1A f. [] said that, "MAG is unique." It is composed of a cross-section of Agency officers with varied perspectives, experiences, management styles and contact with the lowest professional levels in the Agency. Issues before the MAG are vigorously discussed. [] also noted that MAG practices discretion in its activities. MAG has direct access to needed material. MAG protects its sources. MAG is not trying to end run management. MAG has direct access to Mr. Colby. MAG is encouraged by his activist style of management and by the fact that Mr. Colby reads what MAG writes. [] asked that those present "let us (MAG) know if you think MAG doesn't belong in CIA -- we welcome specific criticism of what we have done or on why we exist."

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25X1A g. [] was asked, "How many of the MAG studies are internally generated versus externally generated?" [] stated that it's about half and half. [] also stated that, "Mr. Colby is more likely to feed ideas (to MAG) than did Colonel White."

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h. Mr. Coffey noted that the Annual Report of MAG was an item at last week's Deputies Meeting. Mr. Colby encouraged the use of MAG. He also urged the Directorates to select good, qualified people for MAG membership. Mr. Colby also suggested more frequent MAG reports be sent to the Deputies.

25X1A i. Mr. Coffey quoted some [redacted] personal reflections on MAG. [redacted] recently completed his one-year tour with MAG.

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3. Annual Office Meetings -- Mr. Coffey

Mr. Colby has stressed that at all levels (e.g., Offices, Divisions, Branches, Units) there should be an annual get-together. Mr. Coffey said that this will probably be "an action reporting item, to Mr. Colby, in a year." The Director and Mr. Colby encourage management to talk with their people. Supervisory personnel, at all levels, should heed and act on having an annual "get-together" with employees.

4. Drug Seminar -- Mr. Coffey

Mr. Coffey noted that twelve "large" drug seminars have been conducted for Agency families going overseas. In addition, sixteen small group sessions for 28 people were held. The seminars run for two hours. The first hour is given by the Office of Security. OS's presentation deals with the reasons for the seminar, history of Agency experience with drug abuse by dependents overseas and the Agency position regarding drug abuse. A representative of the Intelligence Section of the Fairfax County Police conducts a Question and Answer session. The second hour of these seminars was conducted by OMS, specifically

25X1A [redacted] discussed the physiological aspects of
25X1A drug abuse and [redacted] the psychological aspects.

.. The Working Group on Drug Abuse will be discussing opening seminar sessions for Headquarters personnel not scheduled for overseas duty now that the summer overseas rotation rush is over. Mr. Coffey said, "OS and OMS deserve much credit."

25X1A 5. Spouse Day -- [redacted]

We are surveying for the number of employees interested in bringing their spouses to a Spouse Day. Spouse Day would be sometime after 21 November 1972. The scheduled NPIC display on the 10th Anniversary of the Cuban Missile Crisis would be available for viewing by spouses.

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6. Awards Ceremony -- Mr. Coffey

The Director will present 25-year certificates on Monday, 2 October 1972, at 10:00 A. M. The Support Directorate Awards Ceremony will be at 10:00 A. M. on 12 October 1972 in the Auditorium. Five hundred-plus people will be receiving certificates. Mr. Coffey asked the Office Heads for their reactions to a format item, "Should the film of the Agency's 25th Anniversary ceremony be shown at the Support Directorate Awards Ceremony?" Consensus was that the film should not be shown. The film will have been given wide distribution prior to the Support Directorate Awards Ceremony.

7. Items from Last Week's Deputies Meeting -- Mr. Coffey

- a. We will be nominating a senior officer to the Board of Visitors to OTR.
- b. The Senior Seminar is back again to two sessions per year. Each class will have fifteen students. The Director has indicated that the Senior Seminar will be the basic training for senior Agency personnel versus the "Senior Schools."
- c. The FAES was endorsed again.
- d. The Office of Security has been designated an Agency point of contact with the private sector.
- e. As mentioned earlier, the MAG Annual Report was presented.
- f. The Intelligence Museum and Museum Commission were endorsed.

8. Ervin Bill -- Mr. Coffey

Mr. Coffey said that Mr. Maury reported "good news" on the Ervin Bill. During a second House-Senate conference committee meeting, the House conferees were solid in their opposition to Title II of the Ervin Bill. There was some dissension in the ranks of the Senate conferees.

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9. Around the Table

25X1A a. [] aid that the recent running of Trends and Highlights was one of the best in recent time.

b. Mr. Fisher noted that a liberalized bill voted on by Congress substantially increases the benefits to survivors of military retirees.

c. Dr. Tietjen said that OMS gave [] flu shots to Agency personnel during September.

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25X1A d. Mr. Cunningham said that he expects there will be more requests for training from the [] He again noted the seminar for DCS personnel to be given on 18 October 1972 in Room 1A 07. There have been 140 applications for three courses in records disposition. The three courses are designed to accommodate 45 students total. OTR is in the later stages of development of the course for Executive Secretaries. Eighteen most senior executive secretaries will be invited to the first running of the new course.

cc: Each attendee